Terms of Reference

1 Providing expertise on the academic quality assurance of the ORE

This function will involve providing advice to the GDC executive in the following areas:

i) That the assessment processes used, including the marking scheme, are sound, rigorous, fair and in accordance with GDC policies and regulations;

ii) That the standards and scope of knowledge, skills and attributes tested in the examination are such that successful candidates are fit for first registration in the United Kingdom. This will include advice on:

a. The adequacy of blueprints against the GDC learning outcomes (LOs), and interpretation of psychometric, and other data, from individual diets and across diets;

b. The appropriateness of the standard of the examination, and monitoring and reviewing the standard setting methods used;

c. The appropriateness of the assessment techniques used for the examination;

d. That the supplier institutions holding examination sittings are conducting them in line with GDC contract and academic requirements, and issues that arise are reported to the GDC executive, including advice on the adequacy of supplier policy and guidance documents which relate to internal examiners and ORE candidates.

2 Continuous development of the examination

This function will involve providing advice to the GDC executive during contract renewal and throughout contract periods on ORE development, including guidance on best practice and continuous improvement, maintaining standards, and responding to government policy and legislative changes.

3 External Examiners

External Examiners will attend each diet of the examination and will provide reports to assist the Advisory Group in its academic quality assurance function. The Advisory Group will provide advice and support to the GDC executive on the following:

i) The recruitment and appraisal of external examiners;
ii) Ensuring that external examiners are competent to undertake their roles and responsibilities as outlined in the external examiners Terms of Reference, through annual training and regular appraisal, and through monitoring of their performance at each diet through the Chief External Examiner;

iii) The written guidance for external examiners;

iv) Approval of the pass list through the Chief External Examiner role.

4  
Advising on responses to complex and specialist queries and complaints

This function will involve reviewing and agreeing suppliers’ policies in relation to appeals, mitigating circumstances and special examination arrangements. Providing advice to the Executive in relation to questions from external bodies.